

DeSales University
Instructional Technology Specialist Certificate Program – 15 Hour Internship Report
Summer 2011 – September 10, 2011

I began completing tasks related to my internship during the summer months. In addition to updating my Wikispace with current and relevant information, I prepared and facilitated several professional development sessions related to the integration of Web 2.0 tools into the curriculum. I conducted a “Cool Tools for the 21st Century Classroom” for graduate students at Saint Francis University and then spent three days at California University of Pennsylvania providing training for teachers in Intermediate Unit 1 at Techapalooza II – a technology integration conference for classroom teachers. In addition to offering sessions in Advance Wikis and Big Huge Labs, I assisted my colleagues with various activities including a daily “30 in 45” drill in which 30 web tools were presented in 45 minutes. Furthermore, I was responsible for delivering technology-related professional development to all teachers in the district throughout our three day in-service program to begin the 2011-12 school year.

Once the school year officially began, I continued to complete tasks necessary to fulfill requirements related to my internship. Most of my time was spent rewriting the curriculum and preparing projects for the new computer courses (Grade 5 Keyboarding/Computers and High School Multimedia) I was teaching for the first time in my career. Not only did I spend a great deal of effort creating a Wikispace for each class – one that contained resources, information and links to student products, but I worked diligently on developing age-appropriate activities that met NETS standards as well.

While teaching courses in the computer labs, it was my responsibility to ensure all printers were operating properly. I learned to change ink cartridges and how to purge “hanging” jobs on the print server. I also helped teachers to install necessary drivers on their laptops.

I used the results from a feedback form that teachers completed at the conclusion of the professional development I conducted during in-service to develop additional training sessions. In fact, the instructional coach (who also serves as my coaching mentor) and I joined forces to offer teachers an afterschool program focusing on using technology tools to reinforce literacy strategies. I subsequently met with several teachers on an individual basis to assist them with integrating technology into lessons and designing projects. Voki, You Tube, Photo Story, Discovery Education, and Brain Pop were just a few of the tools that were among teacher favorites throughout the first few weeks of school. In addition to one-on-one meetings with teachers, I also provided support by sharing a variety of resources and suggestions via my “Tech Tip of the Week” and email communication.

Besides coaching teachers, I formed a Technology Club with students from the middle school. We discussed our goals for the year and then began to brainstorm ideas for expanding our projects to include creating multimedia presentations for “The Crowd” – a web site that will be used to promote and highlight district-wide sports programs. We also made plans to revamp the morning announcements production.

I assisted the high school administration and a community member with organizing a 911 Assembly Program. Not only did I hold a 911 Tribute video contest in my Multimedia class, I also developed a rubric and made arrangements for teachers to judge the videos so that a winner could be selected for the assembly. I worked with the technology coordinator to set-up, test and operate the necessary equipment in the auditorium (screen, projector and sound board) in order to present the winning video during the assembly. Lastly, I shared all student videos with the middle school teachers and students who were unable to attend the assembly due to spacing issues.

In addition to learning how to use equipment in the auditorium, I was also shown how to manage updates on the Windows Services Updates Server.

Finally, I met with my BASD supervisor and PIIC mentor to discuss plans for developing and facilitating ongoing professional development and training throughout the school year. My principal and I also began to discuss plans for writing a grant to obtain technology to use in the new middle school outdoor classroom. This conversation led to me contacting an Apple representative regarding the purchase of iPod devices.

See Instructional Technology Coaching Updates for time earned on tasks explained in this report.

TAMIE L. FORSHEY
Student's Printed Name

Tamie L. Forshey
Signature

9/12/11
Date

BELLWOOD-ANTIS SCHOOL DIST
School in which internship will take place

BELLWOOD-ANTIS SCHOOL DIST.
School District

MICHAEL W. LINGENFELTER
School District Internship Supervisor

Michael W. Lingenfelter
Signature

9-12-11
Date

TECHNOLOGY COORDINATOR
Title of School District Internship Supervisor

Brenda Calhoun
DeSales University Internship Supervisor

Brenda Calhoun
Signature

9-12-11
Date